INSTRUCTIONS FOR
CONCEPT DEFINITION WORKSHEET
–RURAL PROJECT–
(LINES MARKED WITH "+" ARE UNIQUE TO RURAL PROJECTS)

Municipality "*City of*", "*Village of*", "*Town of*", or "*County of*" and then the municipality name in which the project is located. (Example: City of Milwaukee)

County The county name in which the project is located. (Example: Dane)

Local Road or Street Name The road name on which the project is located. (Examples: CTH A or West Avenue)

Connecting Highway The state road name or US road name on which the project is located, or "*N/A*" if the project is not located on a connecting highway. (Examples: STH 13, USH 10, or N/A)

+ **Project Limits** - **From (South or West limit**) or **To (North or East limit)** Provide a town, village or city and a distance in tenths of a mile, in a direction from a roadway intersection for each "From" and "To". (Example: Nichols / STH 47 intersection to Seymour / 0.2 miles west of STH 55 intersection)

Length of Project The length of the entire project. Give this length in tenths of a mile. (Examples: 0.1 miles or 2.3 miles)

Posted or Statutory Speed Limit The speed limit, whether it is posted or statutory, within the project limits. (Example: 55 MPH)

+ **Functional Classification** "*Principal Arterial*", "*Minor Arterial*", "*Major Collector*", or "*Minor Collector*".

Current Average Daily Traffic (ADT) The current ADT or the most recent ADT and the year that it was taken. Include the year in the description even if it is current so there is no question as to when the ADT was taken. (Example: 635 – (2001))

+ **Number of Lanes** The number of traffic lanes the current roadway supports.

+ **Lane Width** The width of each travel lane. Give this width in tenths of a foot. (Examples: 10.8 feet or 12.0 feet)

+ **Cross Section** Check "*Rural*" or "*Urban*" as appropriate for the current roadway cross section. Rural cross section has ditches and an Urban cross section has curb and gutter.

Pavement Type "*Asphalt*", "*Concrete*", or "*Gravel*".

Total Pavement Width The pavement width is from the edge of the travel lane to the edge of travel lane. Give this width in tenths of a foot. (Examples: 21.6 feet or 24.0 feet)

+ **Pavement Condition** Verbal description of the pavement, including types of deterioration, raveling, rutting, transverse or longitudinal cracking, base failure, etc.

+ **Year Last Surfaced** Last year surface was placed (new or maintenance).

Shoulder Type "*Asphalt*", "*Concrete*", "*Gravel*", "*Turf*", "*Gravel/Turf*", or "*Curb and Gutter*".

Shoulder Width The shoulder width is from the edge of the travel lane to the slope break point to the ditch or to the face of curb. Give this width in tenths of a foot. (Examples: 2.5 feet or 3.0 feet)

Sub-Standard Alignment Horizontal or Vertical Check yes or no as appropriate for each alignment.

Railroad "*Crossing*", "*Parallels*", "*Limits Near a Railroad Facility*", or "*None*".

Project Justification Provide information, as to why the project is needed and the proposed improvements, in appropriate detail to the project's uniqueness and complexity.

+ **Improvement Type** "*Resurfacing*", "*Pavement Replacement*", "*Reconditioning*", "*Reconstruction*", "*Resurfacing w/ Structure*", "*Pavement Replacement w/ Structure*", "*Reconditioning w/ Structure*", or "*Reconstruction w/ Structure*"

+ **Rural Cross Section** and/or **Urban Cross Section** Check one or both as appropriate. Provide **Length** for each section type as appropriate. Give the length in tenths of a mile. (Examples: 0.1 miles or 2.3 miles)

+ **Grading** Check "*Minimal*", "*Moderate*", or "*Extensive*".

+ **New Pavement Type** "*Asphalt*" or "*Concrete*". Provide **Width** and **Length**. New pavement width does not include paved shoulders. Give the width and length to the nearest foot.

+ **New Shoulder Type** "*Asphalt*", "*Concrete*", "*Gravel*", "*Asphalt/Gravel*", "*Concrete/Asphalt*", or "*Concrete/Gravel*". Provide **Width** and **Length**. New shoulder width includes both paved and unpaved shoulders. Give the width and length to the nearest foot.

+ **Sidewalk** Check if in the proposed improvements. Provide **Width** and **Length.** Give the width and length to the nearest foot.

+ **Curb & Gutter** Check if in the proposed improvements. Provide **Length**. Give the length to the nearest foot.

+ **Lighting** Check if in the proposed improvements. Check **Spot** or **System**. Check **Standard** or **Decorative**.

Bicycle/Pedestrian Accommodations Check if in the proposed improvements.

Beamguard Check if in the proposed improvements.

+ **Pavement Marking & Signing** Check if in the proposed improvements.

+ **Storm Sewer** Check if in the proposed improvements. Check **Lateral Storm Sewer Lines** and/or **Trunk Storm Sewer Lines** as applicable to the proposed improvements. Provide **Length**. Give the length to the nearest foot. Provide **Diameter**. Give the diameter to the nearest inch.

+ **Structures** Check if there are any structures within the project limits. **Type** "*Bridge*", "*Box Culvert*", or "*Culvert Pipes*". **Work Required** "*Replacement*", "*Rehabilitate*", "*Extend*", or "*None*". **Structure #'s** The structure numbers in the format B - # # - # # # #, or P - # # - # # # #, C - # # - # # # #, or R - # # - # # # #. Include the leading zeros for numbers less than 1000. (Examples: B-01-1234 or P-21-0036 or C-31-0135 or R-42-0001) **Sizes & Descriptions** Provide a description to further clarify and describe the work required and the size and cost related to that work.

Other Check if there is additional work or improvements not already covered that may affect the cost of the project and provide a description.

"**Design**", "**Construction**", and/or "**Real Estate**" Check each phase of the project that you are requesting Federal Funds for.

"**Previously Approved**", "**FY 2005**", "**FY 2006**", or "**FY 2007**" Check the Fiscal Year that you request that phase be scheduled. (i.e. FY 2005 is July 1, 2004 – June 30, 2005)

"**$**_____" Provide dollar values for all fields. "State Review Cost" MUST BE FILLED OUT if design will be completed in this program cycle.

Priority for each phase shall be relative to your entire program submittal. Enter priority numerically. (Examples: 6 or 14)

Right-of-Way Check "*None*", "*Less than ½ Acre*", "*More than ½ Acre*", "*Parklands*", "*Large Parcels*", "*Strips*", and/or "*Temp. Interests*" as they apply to the project.

Utility Work Check "*None*" or "*Yes, explain*" and provide description of utility and type of work required if necessary.

Environmental Document Check "*Programmatic*", "*ER*", "*EA*", or "*EIS*" if known.

Hazardous Materials Sites Check "*Yes*", "*No*", or "*Unknown*"

Wetland Mitigation Required Check "*Yes*", "*No*", or "*Unknown*"

Historical Sites Check "*Yes*", "*No*", or "*Unknown*"

Archeological Sites Check "*Yes*", "*No*", or "*Unknown*"

Construction Restrictions *(trout, migratory bird, local events)* Provide information and details to any natural or manmade events that may restrict when or how the project is constructed.

+ **Traffic During Construction** "*Road Open*", "*Road Open/Staged Construction*", "*Road Closed*", or "*Road Closed Days/Road Open Nights*".

Other Concept Notes Provide any other details not covered in another section of this worksheet.

Contact Person Name of person completing the worksheet or the person most knowledgeable of the project concepts and submittal.

Date this worksheet was completed.

Title of the Contact Person named in the line above.

Telephone number of the Contact Person named in the line above.